

WV Insurance Commission & WV Workers Compensation Commission Transition

Information Technology Transition Team

Team Leaders:

Mike Riley, IC, Chair

Phil Weikle, WCC, Co-chair

Team Members:

Mike Farren, IC

Karen Burks, WCC

John Raines, IC

Deepesh Randeri, IS & C

Patty Fink, OOI

Staff:

Tammy Hypes, WCC/IC

Team Charges

IT Team Specific Charges:

1. Analyze needs of WC Sections to be transferred to the IC.
2. Review IC / WC systems for compatibility
3. Identify software and hardware needs
4. Establish standard meetings with other Transition Teams

Transition Team Standard Charges:

1. Document Responsibilities
2. Identify space & equipment needs
3. Identify support services required
4. Identify data access requirements
5. Detailed Action Plan for transition (Including timelines)
6. Transitional Issues & future personnel requirements
7. Identify relationship with other WCC & IC units

WV Insurance Commission & WV Workers Compensation Transition

WV Rating Bureau Transition Team

Team Leader:

Melinda Kiss, Chair

Team Members:

Richard Cundy, IC

Tonya C. Gillespie, WCC / IC

Chris Howat, WCC

Aaron Baughman, IC

Loralea Mullins, WCC

Arthur Cohen, E & Y Consulting Actuary

Staff:

Tammy Hypes, WCC/IC

Team Charges

Rating Bureau Specific Charges:

1. Review SB 1004 for Ratemaking Responsibilities during transitional period.
2. Identify Relationship with IC Rates & Forms Section.
3. Develop due diligence plan for review of comp rating systems.
4. Make recommendations for the post transition processes of the WV Rating Bureau.

Transition Team Standard Charges:

1. Document Responsibilities
2. Identify space & equipment needs
3. Identify support services & IT requirements
4. Identify data access needs
5. Detailed Action Plan for Transition (Include timelines)
6. Transitional Issues & future personnel requirements
7. Identify relationship with other WCC & IC units

***WV Insurance Commission & WV Workers Compensation
Commission Transition***
Legal Services & Receivables Management

Team Leaders:

Mary Jane Pickens, Chair

Team Members:

T.J. Obrokta, WCC

Ryan Sims, IC

Leisa Bostic, WCC / IC

Patty Burkhart, WCC / IC

Randy Suter, WCC

William Scott Campbell, WCC / IC

David M. Fryson, WCC/ IC

Staff:

Tammy Hypes, WCC/IC

Team Charges

Legal Team Specific Charges:

1. Review SB 1004 & Legislative Rules
2. Clarify responsibilities and requirements of IC & WCC (transitional period & post transition)
3. Recommend procedures for Defense of Claims (Old fund & Uninsured fund).
4. Define processes for employers who place claims in the Uninsured fund

Transition Team Standard Charges:

1. Document Responsibilities
2. Identify space & equipment needs
3. Identify support services & IT requirements
4. Identify data access needs
5. Detailed Action Plan for Transition (Including timelines)
6. Transitional Issues & Personnel requirements
7. Identify Relationship with other WCC & IC Units

***WV Insurance Commission & WV Workers Compensation
Commission Transition***
Claims Allocation Unit Transition Team

Team Leader:

Tim Whitener, WCC/ IC, Chair

Kirk Aguire, WCC, CO-Chair

Team Members:

Richard Crynock, WCC

Robert M. Nunley, WCC / IC

Barbara Spradling, WCC/ IC

Joan Abbott, WCC / IC

Melinda Kiss, WCC / IC

Judge Tim Leach, OOJ (or designee)

Staff:

Tammy Hypes, WCC/IC

Ryan Sims, IC

Team Charges

Claims Allocation Team Specific Charges:

1. Review current operating procedures
2. Document future operating procedures
3. Identify customer needs
4. Develop communication plan for claimants

Transition Team Standard Charges:

1. Document Responsibilities
2. Identify Space & Equipment needs
3. Identify support services required
4. Identify data access requirements
5. Develop detailed Action Plan for Transition (include timelines)
6. Transitional Issues & future personnel requirements
7. Identify relationships with other units WCC & IC

***WV Insurance Commission & WV Workers Compensation
Commission Transition***
Self-Insurance Transition Team

Team Leader:

Melinda Kiss, WCC/ IC Chair

Team Members:

Sherry Risk, WCC

Angie Shepherd, WCC / IC

Gwen Stone, WCC / IC

Richard Stephenson, WCC

Ryan Sims, IC

Amy Rhodes, WCC / IC

Judge Tim Leach, OOJ (or designee)

Staff:

Tammy Hypes, WCC/IC

Self-Insurance Team Specific Charges:

1. Determine current status of self-insured data transmissions
2. Prepare report of current status of self-insured employers
3. Obtain a detailed report of Risk Pool y-t-d financial activities
4. Document plan for updates to the security model

Standard Transition Team Charges:

1. Document Responsibilities
2. Identify space & equipment requirements
3. Identify support services required
4. Identify data access requirements
5. Develop detailed Action Plan for Transition
6. Transitional Issues & future personnel requirements
7. Identify relationships with other units WCC & IC

***WV Insurance Commission & WV Workers Compensation
Commission Transition
Records Management Transition Team***

Team Leader:

Mike Riley, IC, Co-Chair
Tom Barton, IC, Co-Chair
Steve White, WCC, Co-Chair

Team Members:

Nona Abbott, WCC/ IC
Darlene Parsons, IC
Chris Vance, IC
Judge Tim Leach, OOJ (or designee)

Staff:

Tammy Hypes, WCC/IC

Team Charges

Records Management Team Specific Charges:

1. Document current operational processes
2. Determine future processes (include various options for consideration including outsourcing and elimination of microfiche technology.)
3. Determine special storage space requirements
4. Document records access requirements of customers
5. Prepare plan for consolidation of imaging systems

Standard Transition Team Charges:

1. Document Responsibilities
2. Identify space & equipment needs
3. Identify support services needed
4. Identify data access requirements
5. Develop detailed Action Plan for Transition
6. Transitional Issues & future personnel requirements
7. Identify relationships with other IC and WCC units

***WV Insurance Commission & WV Workers Compensation
Commission Transition
Fund Accounting Transition Team***

Team Leader:

Melinda Kiss, WCC/ IC, Chair

Team Members:

Chris Howat, WCC

Steve Schumacher, WCC/ IC

Mike Riley, IC

Leah Cooper, IC

Staff:

Tammy Hypes, WCC/IC

Team Charges

Fund Accounting Team Specific Charges:

1. Determine body of accounting to be used for each IC Fund
2. Determine dates of transfers of cash for all Funds
3. Determine audit & actuarial requirements for all Funds
4. Investment Plan

Standard Transition Team Charges:

1. Document Responsibilities
2. Identify Space & equipment needs
3. Identify support services required
4. Identify data access requirements
5. Develop detailed Action Plan for Transition (include timelines)
6. Transitional Issues & future personnel requirements
7. Identify relationships with other WCC & IC units

***WV Insurance Commission & WV Workers Compensation
Commission Transition
Administrative Transition Team***

Team Leaders:

Mike Riley, IC, Co-chair
Tom Barton, IC, Co-chair

Team Members:

Kathy Damron, WCC/ IC
Darlene Parsons, IC
Tim Whitener, WCC/ IC
Lynette Maselli, IC
Judge Tim Leach, OOJ (or designee)

Staff:

Tammy Hypes, WCC/IC

Team Charges

Administrative Team Specific Charges:

1. Facilities analysis
2. HR transition issues
3. Orientation for transitioning staff
4. Communications Plan

Standard Transition Team Charges:

1. Document Responsibilities
2. Identify Space & equipment needs
3. Identify support services required
4. Identify data access requirements
5. Develop detailed Action Plan for Transition (include timelines)
6. Transitional Issues & future personnel requirements
7. Identify relationships with other WCC & IC units

WV Insurance Commission & WV Workers Compensation Commission Transition

Fraud / OIG Transition Team

Team Leaders:

Gary Griffith, IC, Co-Chair

Mike Jordan, OIG, Co-Chair

Team Members:

Tom Barton, IC

Greg Elam, IC

Chris Bailes, OIG

Lisa Prater, WCC

Staff:

Tammy Hypes, WCC/IC

Team Charges

Fraud / OIG Team Specific Charges:

1. Accelerated Plan to meet timeline requirements
2. Develop cross-training plan for staff
3. Determine plan for geographic coverage (personnel) & remote facility requirements
4. Recommendation regarding field offices
5. Plan for Coordination with IC legal department

Standard Transition Team Charges:

1. Document Responsibilities
2. Identify Space & equipment needs
3. Identify support services required
4. Identify data access requirements
5. Develop detailed Action Plan for Transition (include timelines)
6. Transitional Issues & future personnel requirements
7. Identify relationship with other WCC and IC units